DEPARTMENT OF MANAGEMENT AND BUDGET, VEHICLE AND TRAVEL SERVICES (VTS)
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED and UNCLASSIFIED EMPLOYEES
EFFECTIVE January 1, 2004

MICHIGAN SELECT CITIES *
Meals and Lodging
      Lodging** $65.00
      Breakfast   8.75
      Lunch   8.75
      Dinner   21.00

IN-STATE ALL OTHER
Meals and Lodging
      Lodging ** $65.00
      Breakfast   7.25
      Lunch   7.25
      Dinner   16.50
Per Diem
 Total Per Diem $76.50
      Lodging   45.50
      Breakfast   7.25
      Lunch   7.25
      Dinner   16.50
Group Meetings
      Lodging** $65.00
      Breakfast   7.25
      Lunch   10.25
      Dinner   16.50

OUT-OF-STATE SELECT CITIES *
Meals and Lodging   Contact TTM
      Lodging **   for confirmation
      Breakfast   11.00
      Lunch   11.00
      Dinner   22.00

OUT-OF-STATE ALL OTHER
Meals and Lodging   Contact TTM
      Lodging **   for confirmation
      Breakfast   8.75
      Lunch   8.75
      Dinner   20.50
Per Diem
 Total Per Diem $83.50
      Lodging   45.50
      Breakfast   8.75
      Lunch   8.75
      Dinner   20.50

Incidental Costs per day (with overnight stay) $ 2.00

Mileage Rates - Private Vehicle
Approved Private Vehicle Rate $.375 per mile (Approved Jan, 2004)
Employee electing to use private vehicle in lieu of available State vehicle.
State Vehicle Rate   (State's Mid-Sized Car Cost) $.305 per mile
*   See select cities list
** Lodging available nightly at state rate, or call Total Travel at (888)228-8692.